

REPORTS INVENTORY						CONTROL NO.			
PREPARE IN DUPLICATE					DDS-OTR-LS-1				
1. TITLE OF REPORT (If a fill-in report include Form No.) PROGRAM-ASSISTED INSTRUCTION ACTIVITY					2. TYPE OF REPORT STATISTICAL <input checked="" type="checkbox"/> NARRATIVE MACHINE-NAME LISTING				
3. FUNCTIONAL AREA		PERSONNEL LOGISTICS MEDICAL		XXX TRAINING SECURITY FINANCE		ADMIN. GENERAL OTHER (specify)			
4. NO. OF COPIES PREPARED 3		5. FREQUENCY (weekly, monthly, quarterly, etc.) Annual		6. DISTRIBUTION (No. of components not number of copies) 1					
7. FORMAT (memorandum, form computer print-out, etc) Memo		8. ADP PROCESSING YES XXX NO		9. DIRECTIVE AUTHORITY REQUIRING REPORT DTR Memo					
10. PREPARING COMPONENT (include lowest level contributing information to report) C/LS				11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.) None					
12. COST FACTORS									
A. MANUAL PREPARATION AND REVIEW COSTS									
GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED	=	COST PER YEAR
GS-16	14.50		.50		7.25		1		
GS-08	4.90		.25		1.22				8.47
B. COSTS OF COMPUTER PRODUCED REPORTS									
TOTAL COSTS PER YEAR							\$8.47		
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. Informs DTR of progress of PAI activities during the previous year.									
14. FUTURE GOALS									
GOAL PROPOSED BY COMPONENT FOR THIS REPORT <input checked="" type="checkbox"/> RETAIN AS IS <input type="checkbox"/> CHANGE <input type="checkbox"/> DISCONTINUE <input type="checkbox"/> OTHER (explain)							ESTIMATED SAVINGS MAN-HOURS 0 DOLLARS 0 STAT		
16. DATE OF INVENTORY 21 September 70		17. NAME AND TITLE OF PERSON FURNISHING INFORMATION Approved For Release 2006/11/13 : CIA-RDP75-00399R000100140004-8 DC/IS					18. EXTENSION		